

**COMMONWEALTH OF VIRGINIA
DEPARTMENT OF TRANSPORTATION
HIGHWAY CONSTRUCTION CONTRACTORS MONTHLY EEO REPORT**

PROJECT NO. _____
CONTRACT ID. NO. _____

REPORT for the MONTH & YEAR of _____

1. CHECK APPROPRIATE BLOCK CONTRACTOR <input type="checkbox"/> SUBCONTRACTOR <input type="checkbox"/>		2. NAME AND ADDRESS OF FIRM		3. FEDERAL AID PROJECT NUMBER		4. TYPE OF CONSTRUCTION	
5. COUNTY AND STATE		6. PERCENT COMPLETE		7. BEGINNING CONSTR. DATE		8. DOLLAR AMOUNT OF CONTRACT	
						9. ESTIMATED PEAK EMPLOYMENT	
						MONTH & YEAR (a)	
						NO. OF EMPLOYEES (b)	

10. EMPLOYMENT DATA

Table A														Table B				
JOB CATEGORIES	TOTAL EMPLOYEES		TOTAL MINORITIES		BLACK <i>Not of Hispanic Origin</i>		HISPANIC		AMERICAN INDIAN or ALASKAN NATIVE		ASIAN or PACIFIC ISLANDER		WHITE <i>Not of Hispanic Origin</i>		APPRENTICES		ON THE JOB TRAINEES	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
OFFICIALS, <i>Managers</i>																		
SUPERVISORS																		
FOREMAN/WOMEN																		
CLERICAL																		
EQUIP. OPERATORS																		
MECHANICS																		
TRUCK DRIVERS																		
IRONWORKERS																		
CARPENTERS																		
CEMENT MASONS																		
ELECTRICIANS																		
PIPEFITTERS, PLUMBERS																		
PAINTERS																		
LABORERS, SEMI-SKILLED																		
LABORERS, UNSKILLED																		
TOTAL																		
Table C																		
APPRENTICES																		
ON THE JOB TRAINEES																		

11. PREPARED BY: _____
(Signature and Title of Contractors Representative)

Date

12. REVIEWED BY: _____
(Signature of Project Inspector)

Date

Summarize new Hires for current Month indicating minorities, non-minorities and women by job categories (use additional forms if needed)
(See page 2 for instructions)

INSTRUCTIONS

THIS REPORT IS TO BE SUBMITTED TO THE DEPARTMENT BY EACH CONTRACTOR AND COVERED SUBCONTRACTOR EACH MONTH FOR THE FIRST THREE MONTHS OF THEIR WORK. SUBCONTRACTORS ARE TO REPORT CONTRACT AND EMPLOYMENT DATA PERTAINING TO THEIR SUBCONTRACT WORK ONLY.

THE STAFFING FIGURES TO BE REPORTED UNDER EMPLOYMENT DATA MUST REPRESENT THE PROJECT WORK FORCE ON BOARD IN WHOLE OR IN PART FOR THE LAST PAYROLL PERIOD PRECEDING THE END OF THE MONTH.

THE STAFFING FIGURES TO BE REPORTED IN TABLE A MUST INCLUDE JOURNEY-LEVEL MEN AND WOMEN, APPRENTICES, AND ON THE JOB TRAINEES AS INDICATED.